

**`RIVENHALL PARISH COUNCIL  
MINUTES OF THE ANNUAL MEETING HELD ON 1<sup>ST</sup> MAY 2012.**

**Present:** Cllrs. Abbott, Bills, Brailey, Wright, Prime and Clark.

**In the Chair:** Cllr. Abbott.

**Also present:** Parish Clerk and 3 members of the public, including a representative from Green Light Trust.

**599.. Election of Chairman.**

**Proposed by Cllr. Bills, seconded by Cllr. Wright and unanimously agreed** that Cllr. Abbott be re-elected as Chairman.

Cllr. Abbott acceded and signed the Chairman's Acceptance of Office.

**600.. Election of Vice-Chairman.**

**Proposed by Cllr. Prime, seconded by Cllr. Brailey and unanimously agreed** that Cllr. Bills be re-elected as Vice-Chairman.

Cllr. Bills acceded.

**601.. To receive any apologies for absence.**

There were no apologies for absence received at this meeting.

**602.. Declarations of Interest relating to matters on the Agenda.**

There were no Declarations of Interest recorded at this meeting.

**603.. To approve and sign the minutes of the meeting held on 3<sup>rd</sup> April 2012.**

The Minutes were unanimously approved then signed by the Chairman.

**604.. Public Forum for 10 minutes.**

The following matters were brought to the attention of Members:

- Green Light Trust intend to re-submit their planning application for the erection of an office and storage facility in Rickstones Road dependent upon the future management of Tarecroft Wood. They have withdrawn their request for a lease on the wood from ECC in light of the Parish Council's request to be granted the freehold.

**605.. To appoint Council representatives to outside bodies:**

The following nominations were **unanimously agreed**:

Rivenhall Playing Field Association - Cllr. Bills

Braintree Association of Local Councils - Cllr. Prime

Essex Association of Local Councils - Cllr. Prime

Highways Liaison Panel - Cllr. Abbott

Tree Warden - Cllr. Clark

Emergency contact - Cllr. Wright

Footpath liaison including P3 - Cllr. Brailey

Henry Dixon Hall Charity - Cllr. Clark

Essex Police liaison - Cllr. Bills

Community Speedwatch - Vacant with local volunteer required

Passenger Transport Liaison Committee - Cllr. Prime

**606.. Matters for Discussion:**

i. ECC Parish Paths Partnership Scheme (P3).

Following Members' perusal of the scheme it was **proposed by Cllr. Wright, seconded by Cllr. Abbott and unanimously agreed** that the Council become part of P3, with Cllr. Brailey acting as local co-ordinator. The Chairman signed the ECC agreement and the Clerk will notify the ECC Public Rights of Way Officer accordingly.

ii. Parish Council Election.

The Clerk confirmed that there are two candidates standing for election and that the necessary notices are displayed in the Parish. BDC confirm the date of the Poll as 17<sup>th</sup> May 2012 and that Poll Cards have been posted.

- iii. ECC Highway maintenance issues.  
Both the Chairman and the Clerk have written to ECC Highways regarding the large and dangerous pot-hole on Church Road and the continued erosion of the verges along Rickstones Road.  
To date ECC decline to take any remedial action and the pot-holes are deteriorating and the verge erosion is causing local flooding due to the drains being blocked by stones and other eroded material.  
**Proposed by Cllr. Wright, seconded by Cllr. Abbott and unanimously agreed** that the Clerk write to BDC requesting them to put additional pressure upon ECC to take urgent action to repair the dangerous pot-holes and substantially repair the verges along Rickstones Road.
- iv. General Maintenance matters.  
Members agreed to hold a site meeting with the Maintenance Contractor to inspect the wooden bus shelter on the Village Green and to further review the provision of solar powered lights for the Council sheds at the Village Hall.
- v. Training Courses.  
13<sup>th</sup> June 2012 - Advanced Councillor Training Day 1: No attendees.  
21<sup>st</sup> June 2012 - Minutes and Agenda Course: No attendees.  
28<sup>th</sup> June 2012 - Budget and Precept Course: No attendees.

#### 607.. **Planning Matters:**

##### **New Applications:**

**12/00531/FUL:** Change of use of land to use as garden land.

Land southwest of Badgers, London Road, Rivenhall End.

Members raised no objection to this application but would comment that whereas the applicant had stipulated on the application form that there were no trees on the land in question, there were in fact a good number of trees and hedges there.

##### **Planning Results:**

**12/00163/FUL:** Erection of single and two storey rear extension - 49 St. Mary's Road.

Application granted.

##### **Planning Enforcement:**

The Chairman reported that he had requested BDC to make enquiries regarding Appleford Farm; the number of HGV movements and the overnight parking of HGVs in contravention of planning conditions imposed.

##### **Ongoing Planning & Highway Issues:**

i. Local Development Framework.

The Chairman reported from the BDC Panel meeting on 11<sup>th</sup> April 2012 as follows:

That any decision regarding the Conrad Road site was postponed pending further local investigation.

ii. Rivenhall Airfield.

Nothing further to report.

iii. ECC Waste Development.

Nothing further to report.

iv. ECC Minerals Development.

Nothing further to report.

v. Braintree District Local Highways Panel.

It would appear that the Church Road parking scheme is ongoing via BDC and the North Essex Parking Partnership (NEPP).

The next Panel meeting is scheduled for 10<sup>th</sup> May 2012 but this may yet be postponed due to another local reorganisation.

#### 608.. **Correspondence received since the date of the agenda.**

- Request for funding to purchase a planter and compost for Rivenhall End.

**It was agreed** that the sum of £60.00 be allocated for this purchase.

- The Chairman reported yet another serious accident at the junction of Church and Park Roads.
- An invitation was received from the local school for Members to join them for a Jubilee Launch on 1<sup>st</sup> June. The Clerk is to thank the school for this invitation, informing them that 2 or 3 Members hope to attend.

**609.. Finance matters:**

i. To agree accounts for payment.

**Proposed by Cllr. Bills, seconded by Cllr. Wright and unanimously agreed** that the following accounts be paid. Cheques were then drawn accordingly.

825	Ann Clarke	£60.00	Internal Audit fee 2011/12.
826	Kempco Ltd	£96.79	Printing Annual Report etc.
827	The Henry Dixon Hall Charity	£6.25	Deposit for Hall hire 04/09/12.
828	EALC	£35.00	GPC Course 27 <sup>th</sup> April 2012
829	K. P. Taylor	£373.72	Clerk's salary/expenses etc. (April)
830	A Walsh	£275.00	Maintenance (April)

ii. To agree the final accounts for 2011/2012 and for the Chairman to sign the Annual Return.

The Internal Audit of the accounts for the year ended 31<sup>st</sup> March 2012 having been completed with no adverse comments, the Chairman signed the Council's Annual Return for that year.

The Clerk reported that the Notice of External Audit had been displayed with effect from 24<sup>th</sup> April 2012 and that the External Audit had been called for 11<sup>th</sup> June 2012.

iii. To review the Clerk's salary and expenses.

**Proposed by Cllr. Bills, seconded by Cllr. Abbott and unanimously agreed** that the Clerk be paid a salary of £3276.00 per annum with effect from 1<sup>st</sup> April 2012, in accordance with the latest NALC agreed pay scales.

**610.. Information exchange and items for the next agenda.**

- The Maintenance Contractor be requested to submit his rates for the year 2012/13 for consideration at the next meeting.
- Reinstatement of the seat from the former Henry Dixon Play Area to the grass area close to the Rivenhall End sign.
- The Passenger Transport meeting in June 2012 - items to be considered to be forwarded to Cllr. Prime.
- A copy of the local bus timetable to be lodged at Oak Stores with the proprietor's permission.

**611. Dates of future meetings:**

Tuesday 12<sup>th</sup> June in The Henry Dixon Hall and Tuesday 3<sup>rd</sup> July in Rivenhall Village Hall; both meetings commencing promptly at 20.00 hours.

Items for the June meeting to the Clerk by 1<sup>st</sup> June at the latest.

**612.. Closure.**

The Chairman closed the meeting at 21.33 hours.

Signed: .....

Date: .....

CHAIRMAN